

SPECIAL SESSION OF THE MOWER COUNTY
BOARD OF COMMISSIONERS

July 22, 2008

The Mower County Board of Commissioners in and for the County of Mower, Minnesota, met in Special Session July 22, 2008 at 8:30 a.m. at the Courthouse in Austin, Minnesota.

All members present, viz: Richard Cummings, Chair
 Raymond Tucker
 David Hillier
 Dick Lang
 Craig Oscarson, County Coordinator
Absent: Dave Tollefson

Commissioner Tucker moved and Commissioner Hillier seconded to approve Zumbro Valley Mental Health Center to provide Adult Rehabilitative Mental Health Services, (ARMHS), to eligible Mower County recipients effective August 15, 2008. Motion carried.

Commissioner Hillier moved and Commissioner Tucker seconded to approve an application for a needs determination for Cedar Valley Services Top Flight program to change the licensed capacity from 17 to 18 individuals age 18 and older. Motion carried.

Commissioner Hillier moved and Commissioner Lang seconded to forward the signed Repayment Agreement between the Department of Human Services and Mower County regarding the LCTS Disallowance to the state. This document allows Mower County to make equal payments over three years until the total amount due is paid. Funds are to come from the operating balance of Family Connections Collaborative. Motion carried.

Commissioner Tucker moved and Commissioner Hillier seconded to authorize two employees in Human Services to work up to a combined total of 100 hours of overtime in order to convert 226 child care cases, due to programming changes to the state computer, and to utilize any compensatory time earned within 90 days. Motion carried.

Commissioner Tucker moved and Commissioner Lang seconded to authorize the Chair and the Director to sign the following Purchase of Service Agreements:

- a. Cedar House, Inc. – approve amendment to Home & Community Based Waiver Services contract, effective October 1, 2007 to June 30, 2009.
- b. Kingsley House – renew contract for Home and Community Based Waiver Services, effective July 1, 2008 to June 30, 2010.
- c. Kingsley House - renew agreement for Group Residential Housing Services, effective July 1, 2008 to June 30, 2010.

- d. Lutheran Social Services (LeRoy SLS) – renew agreement for Group Residential Housing Services, effective July 1, 2008 to June 30, 2010.
- e. Lutheran Social Services (Riverside SLS) – renew agreement for Group Residential Housing Services, effective July 1, 2008 to June 30, 2010.
- f. Palmer Bus Service of Hayfield – approve amendment to contract for Transportation Services, effective October 1, 2007 to September 30, 2009.
- g. Parenting Resource Center, Inc. – approve contract for Family Visitation & Exchange Center, effective August 1, 2008 to December 31, 2009.
- h. Quality Case Management – approve amendment to Mental Health, Case Management & Outreach Services contract, effective August 1, 2008 to December 31, 2008.
- i. St. Mark's Lutheran Home (Kenwood) - renew agreement for Group Residential Housing Services, effective July 1, 2008 to June 30, 2010.
- j. St. Mark's Lutheran Home – renew contract for Home and Community Based Waiver Services, effective July 1, 2008 to June 30, 2010.
- k. Wapiti Meadows CT&S – approve amendment to contract for MFIP & DWP Services, effective January 1, 2007 to December 31, 2008.
- l. Workforce Development, Inc. - approve amendment to contract for MFIP & DWP Services, effective January 1, 2007 to December 31, 2008.

Motion carried.

Commissioner Hillier moved and Commissioner Lang seconded to reverse the 7/8/08 motion approving the Group Residential Housing Agreement with Suzanne Herr, effective July 1, 2008 to June 30, 2010. Motion carried.

Commissioner Tucker moved and Commissioner Lang seconded to approve the destruction of designated Agency files in accordance with DHS Rules and Regulations. All previously approved files have been destroyed. Motion carried.

SOCIAL SERVICE ACTIONS:

Date: July 22, 2008

Res. #37-08

RESOLUTION

On motion of Commissioner Hillier, seconded by Commissioner Tucker, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held July 22, 2008 at the Courthouse in Austin, Minnesota.

WHEREAS, the Director of Human Services for Mower County had advised that all Social Service case actions are in conformance with State, Federal and County laws, rules, regulations and policies,

BE IT RESOLVED, That all Social Service case openings, closings, placements, and licensing actions, as documented in the Mower County Human Services Office, on office listings for licensing action, case records, social service case plans, purchase of services abstract, payment authorizations, and payment records for the period July 1, 2008 through July 31, 2008 are hereby approved.

WHEREAS, the Director of Human Services for Mower County had advised that all Personnel Actions are in conformance with State and Federal law, Minnesota Merit System Rules, existing labor agreements, and Personnel Policies and Practices,

BE IT RESOLVED, That all Personnel Actions for the month of July 2008 for employees of the Department of Human Services as documented in the Department on proposed Personnel Action Listings, personnel abstracts, payroll reports, and Personnel Action Forms, are hereby approved.

WHEREAS the Director of Human Services for Mower County has been advised that all Social Service and Income Claims against Mower County submitted for payment in the month of July 2008 have been reviewed and are eligible for payment pursuant to all applicable rules, regulations, laws, and policies,

BE IT RESOLVED, That all bills, as listed on the listing of bills and claims against Social Services and Income Maintenance Funds and Warrant Registers, shall be approved as valid claims against the County of Mower and are hereby approved for payments.

The Commissioners voted as follows: David Hillier aye, Ray Tucker aye, Richard P. Cummings aye, and Richard Lang aye.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

INCOME MAINTENANCE ACTIONS:

Date: July 22, 2008

Res. #38-08

RESOLUTION

On motion of Commissioner Lang, seconded by Commissioner Tucker, the following Resolution was passed and adopted by the Mower County Board of Commissioners at a meeting held July 22, 2008, at the Courthouse in Austin, Minnesota.

WHEREAS, the Director of Human Services for Mower County had advised that all Income Maintenance case actions are in conformance with State, Federal and County laws, rules, regulations and policies,

BE IT RESOLVED, That all Income Maintenance case actions or approval, denial, suspension, reinstatement, closing, increased and decreased maintenance and denial as documented on the Maxis State computer system for the period July 1, 2008 through July 31, 2008 are hereby approved.

BE IT FURTHER RESOLVED, That all assistance payments issued during the month of July 2008 are hereby approved.

BE IT FURTHER RESOLVED, That all bills and claims against the Income Maintenance Programs, as cited in the Abstract of Payment Records in the Mower County Human Services Department, are hereby approved for payment.

BE IT FURTHER RESOLVED, That all personnel actions for the month of July 2008 for employees of the Department of Human Services as documented in the Department Payroll Reports and Personnel Action Reports, are hereby approved.

BE IT RESOLVED, That all refunds received during the month of July 2008 as listed on the Report of Refunds and Cancellation, are hereby acknowledged as received.

The Commissioners voted as follows: David Hillier aye, Ray Tucker aye, Richard P. Cummings aye, and Richard Lang aye.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Judy Nelson, Accounting Technician, was recognized for retirement with 23 years of service and Charlie Luthe, Mechanic, was recognized for retirement with 40 years of service.

Motion by Commissioner Hillier, seconded by Commissioner Lang to authorize filling the vacant mechanic position including any vacancies that result from union postings. Motion carried.

Motion by Commissioner Hillier, seconded by Commissioner Lang to authorize filling the vacant accounting technician position in Human Services, including any vacancies that result from union postings. Motion carried.

Motion by Commissioner Tucker, seconded by Commissioner Hillier to approve the purchase offer for property owned by Richard Huffman in the amount of \$373,566.00 and to instruct Attorney Paul Sween to prepare the purchase agreement and authorize Chair to sign. The County will have occupancy of the property on or before December 31, 2008. The property includes the Thoroughbred Carpets building and the George's Pizza building. Motion carried.

Motion by Commissioner Tucker, seconded by Commissioner Lang to instruct Attorney Paul Sween to negotiate a relocation offer to Kevin Soiney in regard to the relocation of George's Pizza with County occupancy in the building on or before December 31, 2008. Motion carried.

The County Coordinator provided an update on a meeting with the Department of Corrections in regard to the number of staff required for the new Mower County Jail. The discussion indicated that 32 staff would be necessary at initial opening with 36 staff required at maximum occupancy.

Motion by Commissioner Tucker, seconded by Commissioner Lang to approve the minutes of July 8, 2008. Motion carried.

Motion by Commissioner Hillier, seconded by Commissioner Tucker to approve the following bi-monthly bills for payment:

GENERAL FUND			
AMOUNT	VENDOR NAME	AMOUNT	VENDOR NAME
767.23	ADAMS DRUG	116.50	ADVANCED FIRE PROTECTION SERVI
374.00	ALBERT LEA MEDICAL CENTER	306.00	AUSTIN FIRE AND SAFETY
3781.26	AUSTIN MEDICAL CENTER ATTN:CAS	1245.00	AUSTIN NEWSPAPERS, INC
485.00	BAUDLER, BAUDLER,MAUS, BLAHNIK	226.37	BEACON TARGET TURNER INC.
167.06	BIG K 3578	276.11	KARLA BOE
342.55	BP	314.00	BUDGET OIL CO
1350.64	CARDINAL HEALTH	1624.90	CEDAR VALLEY SERVICES, INC
216.00	CITY CAR WASH INC	127.80	COREY'S CLEANING SERVICE
282.23	DE LAGE LANDEN FINANCIAL SERVI	106.65	DELUXE BUSINESS CHECKS AND SOL
4300.00	DANIEL DONNELLY LAW FIRM	2208.29	EMERGENCY AUTOMOTIVE TECHNOLOG
350.00	ENFORCERS PUBLIC SAFETY SUPPLY	1739.94	FEATHERLITE GRAPHICS INC
1218.41	FLEET SERVICES	193.80	CARLTON FRANK
285.78	FREEBORN-MOWER COOPERATIVE SER	107.96	GRAINGER
410.83	HD SUPPLY FACILITIES MAINTENAN	4896.45	HOLIDAY CARS, INC.
3211.85	HOLIDAY FORD, LINC, MERC	159.00	HOWE ADVERTISING & EMBROIDERY
120.22	IKON OFFICE SOLUTIONS	358.62	J & K WINONA
1523.58	JONES,HAUGH & SMITH, INC.	950.00	EVAN LARSON
32100.00	LARSONALLEN LLP	683.74	LASER PRODUCT TECHNOLOGIES INC
847.63	LEXISNEXIS MATTHEW BENDER	100.00	LYLE AMERICAN LEGION AUXILIARY
350.00	MARK'S ELECTRONICS	290.25	MARSHALL MEDICAL SYSTEMS & EQU
156.56	MAYO CLINIC MRL	530.39	METRO SALES, INC.
850.00	MINNESOTA CONTINUING LEGAL	4136.23	MINNESOTA COUNTIES COMPUTER CO
708.62	MINNESOTA ELEVATOR, INC	17903.00	MN DEPT OF CORRECTIONS STS
8398.00	MOWER COUNTY SOIL & WATER CONS	395.50	AMY NEUENDORF
160.00	WILLIAM O'HARA JR	970.00	OSAGE DENTAL ARTS
2002.52	PAMIDA DRUG	3575.45	PARAGON PRINTING & MAILING INC
554.56	POST BULLETIN COMPANY	811.68	QWEST DENVER
158.90	RAY ALLEN MFG.CO,INC	150.00	RICHARDSON LAW OFFICE
300.00	RISK & NEEDS ASSESSMENTS	3567.33	RS EDEN INC
593.24	SCHILLING SUPPLY COMPANY	232.00	SE MN ORAL & MAXILLOFACIAL SUR

COMMISSIONERS' RECORD MOWER COUNTY, MINNESOTA

260.00 SHERIFF FREEBORN COUNTY	3670.71 SHERIFF GOODHUE COUNTY
24840.00 SHERIFF MITCHELL COUNTY	233.49 STAPLES CREDIT PLAN
630.00 CJIS STATE OF MINN	536.90 STEELE COUNTY PLANNING & ZONIN
123.96 STERLING LONG TERM CARE PHARMA	124.05 SUNDAL INSTANT PRINTING
3834.34 TRIPLE J DISPOSAL, INC.	15675.00 UNIV OF MINN EXTENSION
551.91 MARGY VOSS	3165.96 WEST GROUP
742.00 WORLEIN FUNERAL HOME	
27 PAYMENTS LESS THAN \$100	1,166.90
GENERAL FUND	\$170,224.85 * TOTAL
SOCIAL SERVICE FUND	
AMOUNT VENDOR NAME	AMOUNT VENDOR NAME
193.31 CEDAR VALLEY SERVICES, INC	
0 PAYMENTS LESS THAN \$100	.00
SOCIAL SERVICE FUND	\$193.31 * TOTAL
ROAD & BRIDGE FUND	
AMOUNT VENDOR NAME	AMOUNT VENDOR NAME
1033.26 ABOVE ALL CLEANING, INC	242.52 AUTO GLASS CENTER, INC
352.24 AUTO VALUE AUSTIN	13665.00 BUSTAD DOZING AND EXCAVATING I
295.05 C S S	3100.00 CHOSEN VALLEY TESTING, INC
586.30 COMMISSIONER OF TRANSPORTATION	14383.91 DAMEL CORPORATION
721.45 DAVE'S PLUMBING & HEATING INC	125.68 DOUBLE K SPECIALTY, INC.
2602.10 L.R. FALK CONSTRUCTION CO.	281.00 INTERSTATE BATTERY SYSTEMS
3098.60 JONES, HAUGH & SMITH, INC.	282.76 NAPA AUTO PARTS
267.20 PROLINE DIST., INC	353.91 ROAD MACHINERY & SUPPLIES CO.
976.48 RONCO ENGINEERING SALES, INC.	1730.31 SCHAEFFER MFG CO.
755.16 SEMA EQUIPMENT, INC	159.16 SWANSTON EQUIPMENT CORPORATION
1276.35 DAVE SYVERSON FREIGHTLINER	541.31 ZIEGLER, INC
10 PAYMENTS LESS THAN \$100	497.91
ROAD & BRIDGE FUND	\$47,327.66 * TOTAL
SOLID WASTE/RECYCLING FUND	
AMOUNT VENDOR NAME	AMOUNT VENDOR NAME
525.00 WALLACE BUSTAD	26475.17 CEDAR VALLEY SERVICES, INC
6367.15 FREEBORN COUNTY ENVIRONMENTAL	5551.73 IVERSON HAULING
420.00 KAUS RADIO	2861.89 MINNESOTA SUPPLY COMPANY
1106.32 WASTE MANAGEMENT OF SO MINNESO	121.35 ZEE MEDICAL SERVICE
5 PAYMENTS LESS THAN \$100	109.58
SOLID WASTE/RECYCLING FUND	\$43,538.19 * TOTAL
DITCH FUND	
AMOUNT VENDOR NAME	AMOUNT VENDOR NAME
4122.00 BOLTON & MENK INC.	1172.50 WALLACE BUSTAD
4731.99 FREEBORN CONSTRUCTION, INC.	3290.00 MOWER COUNTY SOIL & WATER CONS
180.00 RINKE-NOONAN	120.00 WILLIAM RYTHER
0 PAYMENTS LESS THAN \$100	.00
DITCH FUND	\$13,616.49 * TOTAL
****	FINAL TOTAL..... \$274,900.50 ****

Motion carried.

Motion by Commissioner Hillier, seconded by Commissioner Lang to approve the following miscellaneous bills for immediate payment:

Peterson Well Drilling	\$14,500.00
Erv Schiek and Son	3,671.00
Advanced Environmental	4,500.00

Motion carried.

Motion by Commissioner Tucker, seconded by Commissioner Lang to approve a temporary liquor license for the Austin Jaycees for August 1, 2008. Motion carried.

DATE: July 22, 2008

Res. #39-08

RESOLUTION

On motion of Commissioner Hillier, seconded by Commissioner Tucker, the following resolution was unanimously passed and adopted by the Mower County Board of Commissioners at a meeting held July 22, 2008 at the Courthouse, Austin, Minnesota.

WHEREAS, Mower County is permitted by Minnesota Statute 203 B.13, Subd. 1, to authorize a County Absentee Ballot Board effective June 1, 2008;

WHEREAS, this authorization will bring uniformity in the processing of accepting or rejecting returned absentee ballots to Mower County Elections that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22; and

WHEREAS, this will eliminate the need for election judges to perform this technical and time consuming task on election day wherein the County absentee ballot board can begin this process 30 days prior to an election; and

WHEREAS, this will speed the processing of accepted absentee ballots delivered to the precincts to be incorporated into the vote counts on election day; giving election judges more available time for the voters at the polls; and

THEREFORE, BE IT RESOLVED THAT the Mower County Board of Commissioners hereby authorizes Mower County Auditor-Treasurer Election staff to implement a County Absentee Ballot Board that would consist of a sufficient number of election judges as provided in Section 204B.19 to 204B.22 to perform the task.

THE MOWER COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
Clerk/Coordinator

Motion by Commissioner Hillier, seconded by Commissioner Lang to approve the declare a postage scale from Central Services as surplus property and authorize donation to the Mower County Historical Society. Motion carried.

Motion by Commissioner Lang, seconded by Commissioner Hillier to authorize the Chair to grant an extension of the Audit Report timeline in regard to a loan with the Hormel Foundation. Motion carried.

Motion by Commissioner Tucker, seconded by Commissioner Hillier to approve the request of the City of Elkton to provide no parking signs on a portion of County Road 7 in Elkton on July 26, 2008 to the best of the County's ability at the discretion of the County Engineer and County Sheriff. Motion carried.

Motion by Commissioner Tucker, seconded by Commissioner Hillier to approve an agreement with the Minnesota Department of Natural Resources for operating and maintenance of the portion of the Shooting Star Trail from Adams to Taopi subject to approve by the County Attorney and staff. Motion carried.

Motion by Commissioner Hillier, seconded by Commissioner Lang to set a letting date of August 21, 2008 for the portion of the Shooting Star Trail from Adams to Taopi. Motion carried.

Margene Gunderson, Director of Community Health Services, Allan Cordes, Human Resource Director and Jeff Kasak, MIS Manager presented Chapter 7 and 8 of the Mower County Service Continuation Plan.

Motion by Commissioner Tucker, seconded by Commissioner Hillier to approve the Minnesota Department of Health Master Contract with Mower County from 2009 - 2013. Motion carried.

Motion by Commissioner Hillier, seconded by Commissioner Lang to approve the 2007-2008 Public Health Preparedness Grant Extension Agreement with the Minnesota Department of Health extending the grant from August 9 to October 31, 2008. Motion carried.

Motion by Commissioner Tucker, seconded by Commissioner Lang to approve the 2008-2011 Metropolitan Health Plan Contract Amendment to include payment of interpreter services provided to MHP enrollees. Motion carried.

The Board changed the meeting time of the August 5, 2008 to 1:30 to allow attendance at the Opening Ceremony for the 2008 Mower County Fair.

Motion by Commissioner Tucker, seconded by Commissioner Hillier to adjourn the meeting at 11:35 a.m. until August 5, 2008, at 1:30 p.m. Motion carried.

THE MOWER COUNTY BOARD OF COMMISSIONERS

BY: _____
Chairperson

Attest:

By: _____
Clerk/Coordinator

INDEX

- A**
- accounting technician position
 - fill vacancy, 181
 - adjourn, 185
 - Audit Report
 - extend timeline, 184
- B**
- bi-monthly bills, 182
- C**
- Cedar House, Inc.
 - amend for home & community base waiver services, 178
 - Cedar Valley Services Top Flight needs determination, 178
 - County Road 7
 - no parking in Elkton, 185
- D**
- destruction of designated Agency files, 179
- K**
- Kingsley House
 - renew for Group residential housing services, 178
 - renew for home & community based waiver services, 178
- L**
- Luthe, Charlie
 - retirement recognition, 181
 - Lutheran Social Services (LeRoy SLS)
 - renew for group residential housing services, 179
 - Lutheran Social Services (Riverside SLS)
 - renew for group residential housing services, 179
- M**
- Master Contract
 - MN Department of Health, 185
 - mechanic position
 - fill vacancy, 181
 - Metropolitan Health Plan Contract Amendment, 185
 - minutes
 - 07/08/08, 182
 - miscellaneous bills for immediate payment, 183
- N**
- Nelson, Judy
 - retirement recognition, 181
- O**
- overtime
 - authorize in human services, 178
- P**
- Palmer Bus Service of Hayfield transportation services, 179
 - Parenting Resource Center, Inc.
 - Family Visitation & Exchange Center, 179
 - Public Health Preparedness Grant Extension Agreement, 185
 - purchase offer
 - Richard Huffman - Thoroughbred Carpet and George's Pizza, 182
- Q**
- Quality Case Management
 - amend for mental health, case management & outreach services, 179
- R**
- relocation offer
 - Kevin Soiney - George's Pizza, 182
 - Repayment Agreement
 - LCTS Disallowance, 178
- S**
- Service Continuation Plan, 185
 - Shooting Star Trail
 - agreement with DNR Taopi to Adams, 185
 - set letting date, 185
 - St. Mark's Lutheran Home
 - renew for home & community based waiver services, 179
 - St. Mark's Lutheran Home (Kenwood)
 - renew for group residential, 179
 - surplus property
 - donate to Historical Society, 184
 - Suzanne Herr
 - group residential housing, 179
- T**
- temporary liquor license
 - Austin Jaycees, 184
- W**
- Wapiti Meadows CT&S
 - amend for MFIP and DWP services, 179
 - Workforce Development, Inc
 - MFIP and DWP Services, 179
- Z**
- Zumbro Valley Mental Health Center
 - adult mental health services, 178